

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Administrative Regulation 6154 Instruction

The principal, staff, and parents at each school shall regularly review the homework policy, which includes regulations for the assignment of homework and describes the responsibilities of students, staff, and parents/guardians.

Homework should have a positive impact on student learning and is defined as the assigned learning activities that students work on outside of the classroom. The purpose of homework is to provide students an opportunity to practice, reinforce and apply previously taught skills and acquired knowledge and prepare for future lessons, and is directly tied to classroom instruction.

Homework assignments should have a clear purpose and be designed for completion within a reasonable time frame. Completing homework is the responsibility of the student. Parents can play a supportive role through monitoring, encouraging students' efforts and providing a conducive learning environment.

Project-based assignments may be assigned as homework; however, these tasks should be mindful of group meetings outside of class, significant assistance from parents, or costly materials. Teachers should monitor and be mindful of the logistical challenges of group assignments outside of the classroom.

School breaks and holidays are intended to be a time that is free from schoolwork for students and staff. There should be no expectations on the part of students or staff that schoolwork is done over a break period. No assignments should be given during a school break, and any long-term assignments should not be due during the first week back from a school break. Students and staff may choose to use school breaks for review/planning, voluntary work, or completion of make-up assignments/grading.

Homework shall not be required over the summer months for school year courses.

Homework shall not be assigned during standardized testing for grades 3-8, and prior to and during semester finals in grade 9-12; only homework directly tied to preparation for the semester finals shall be assigned the week prior to semester finals.

Homework grading practices should encourage learning and use positive motivation to promote completion of the homework. Teachers shall make reasonable allowances when circumstances affect a student's ability to complete the work on time.

Homework for Elementary Grades

- In the primary grades (K-3), homework should consist primarily of reading and a limited number of independent exercises to reinforce previously taught skills and concepts in English Language Arts and Mathematics.
 - At the upper grades (4-5), homework should primarily consist of reading, practice and application of key skills and concepts in English Language Arts and Mathematics, and application of writing skills, and beginning research across subject areas. At this level, homework should be designed to build independent study habits.
 - Long-term assignments should be limited in number and duration. These assignments should include clear checkpoints to monitor progress towards completion.
 - Homework at the elementary grades should not be assigned over the weekends. (Weekly homework packets can be assigned over a week and include a weekend but should be able to be completed without using nightly time on Friday, Saturday, or Sunday.)
 - As a guideline, when teachers choose to assign homework, students might reasonably be expected to devote the following amounts of undistracted, focused time to nightly homework, including time devoted to long-term projects and reading.
 - Grade K = Occasional short homework and/or reading for pleasure
 - Grade 1 = 0-10* minutes average M-Th
 - Grade 2 = 0-20* minutes average M-Th
 - Grade 3 = 0-30* minutes average M-Th
 - Grade 4 = 0-40* minutes average M-Th
 - Grade 5 = 0-50* minutes average M-Th
- *Nightly minutes are inclusive of all assigned work.

Homework for Middle School Grades

- At the middle school grades, homework should primarily consist of reading, practice and application of key skills and concepts across subject areas, application of writing skills, preparation for future classes and beginning research. At this level, homework should continue to build independent study habits.
- Long-term assignments at the middle grades should be limited in number and duration. These assignments should include clear checkpoints to monitor progress towards completion.
- With support of administration and staff, teachers should make efforts to coordinate with one another to establish deadlines, due dates for projects/assignments, and tests in an effort to minimize student over-extension and create equitable rigor/load within courses.
- Homework at the middle school grades should not be assigned over the weekends.
- When teachers choose to assign homework, students might reasonably be expected to devote the following amounts of undistracted, focused time to nightly homework,

including time devoted to long-term projects and test review:

- Grade 6 = 0-60* minutes per night average M-Th
- Grade 7 = 0-70* minutes per night average M-Th
- Grade 8 = 0-80* minutes per night average M-Th

*Nightly minutes are inclusive of all classes as a combined total.

- Students who elect to take a high school course during their eighth-grade year would be under homework guidelines for high school grades.

Homework for High School Grades

- Homework assignments should emphasize reading and writing across all subject areas, practice and application of key skills and concepts in all subject areas, research, preparation for future classes and problem-solving activities.
- Long-term assignments should include clear checkpoints to monitor progress towards completion.
- With the support of administration and staff, teachers should make efforts to coordinate with one another to establish deadlines, due dates for projects/assignments, and tests in an effort to minimize student over-extension and create equitable rigor/load within courses.
- During their time in high school, it is expected that students will become progressively independent and self-directed in preparation for post-secondary work and/or study.
- Teachers are encouraged to post their weekly homework assignments in advance so that students can time manage their nightly homework load for the week.
- When teachers choose to assign homework, students might reasonably be expected to devote the following amounts of undistracted, focused time to weekly homework, including time devoted to long-term projects and test review:
 - Students who enroll in College Preparatory level courses can expect average homework load of 0-20 minutes per period, per night average.
 - Students who enroll in Honors level courses can expect average homework load of 0-25 minutes per period, per night average.
 - Students who choose to enroll in Advanced Placement courses should expect loads higher than those outlined above and should refer to class catalogs for homework expectations.

Homework Requirements for Teachers

In assigning homework, teachers shall:

- Clearly explain objectives, timelines, and required materials associated with the assignment.
- Post assignments in a manner that is clear, consistent, and easily observed by the student both in and outside of the classroom. The use of online communication

tools is strongly encouraged at the secondary level.

- Encourage students to monitor their own assignments.
- Monitor homework time requirements and feasibility of assignments using student assignments, student feedback, and parent feedback.
- Record/Assess homework assignments in a timely manner; all gradebook entries should be minimally updated every two weeks.
- Inform parents and students of opportunities for student assistance.
- Suggest and practice techniques to help increase efficiency, such as how to allocate time wisely, meet deadlines, and develop good study habits for each subject area.
- Provide a process for student or parent feedback if there is a concern.
- Work with grade and department level colleagues to promote consistent homework practices.

Homework Requirements for Administrators

Site administrators shall:

- Provide access to professional development on homework, including overview of the policy, effective strategies and practices, and time for collaboration with grade level teams or departments to plan, as needed.
- Be responsible for ensuring compliance with the homework policy.
- Have on-going discussions with staff regarding effective homework strategies and practices.
- Communicate to students and parents/guardians the academic rigor and load involved when enrolling in multiple Advanced Placement courses.
- Coordinate school-wide resources and practices that support homework completion, e.g. use of planners and academic support programs.
- Ensure this policy is easily accessed on the school's website or upon request.

Policy LOS ALAMITOS UNIFIED SCHOOL DISTRICT

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